



State of Tennessee  
Department of Commerce and Insurance  
Tennessee State Board of Accountancy  
500 James Robertson Parkway  
Nashville, TN 37243-1141  
615-741-2550 or 888-453-6150  
[www.tn.gov/commerce/boards/tnsba](http://www.tn.gov/commerce/boards/tnsba)

## REQUEST FOR NAME CHANGE

\_\_\_\_\_  
Current Name on Certificate

\_\_\_\_\_  
Certificate Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

As indicated on the attached documentation (**either a certified copy or a photocopy which has been notarized indicating a true and exact copy of an original document\***), my name has been legally changed to:

\_\_\_\_\_.

Please make that change in my Tennessee Accountancy Licensing Records.

- \_\_\_\_\_ I am requesting a new wall certificate and have enclosed my original wall certificate and **payment of a \$25.00** duplicate certificate fee. (1)
- \_\_\_\_\_ I am not requesting a new wall certificate.

\_\_\_\_\_  
Signature of Licensee

\_\_\_\_\_  
Date

**\*Neither certified or original copies of documents will be returned.**

**\*Please note that the copy of document indicating the name change must be notarized as being a true and exact copy of the original name change document.**

**(1) A licensee may only have one certificate**